

**ESSENTIAL JOB FUNCTIONS  
REGISTERED NURSES/LICENSED PRACTICAL NURSES  
Northwest Missouri Psychiatric Rehabilitation Center**

- Assesses (RN only) and evaluates patient mental and physical condition in order to assure quality psychiatric nursing care.
- Teaches living skills, medication therapy, symptom management, and other health maintenance needs to patients.
- Teaches patients living skills (hygiene, grooming, social interactions, etc.) as a part of the treatment plan in order to provide continuing treatment.
- Performs grooming and hygiene (including dressing, bathing, toileting and feeding) for patients unable to do so.
- Assigns, supervises, trains and evaluates work of ward staff (RN only).
- Supervises (RN only), performs, and records essential nursing functions such as taking and recording patient's temperature, pulse, respiration, blood pressure, urine samples, etc.
- Assures development and maintenance and correctness of nursing care that is incorporated into the patient's individualized treatment plan, progress/process notes, flow sheets and other required documentation (RN only).
- Respond to, participate in, and directs crisis interventions (assaultive behavior, suicide attempts, etc.) in order to assure safety of patients, staff and the general public which may involve the utilization of C.P.R. and aggressive management.
- Supervises (RN only) and/or administers medications and treatment in compliance with doctor's orders.
- Successfully completes initial and ongoing competency based education in order to provide quality patient care.
- Attends work according to facility policies in order to ensure adequate staff coverage and works overtime on other shifts as directed to ensure adequate coverage.
- Maintains a therapeutic, physically and medically safe environment for psychiatric patients, through performance of professional psychiatric care, basic nursing care, and effective interpersonal relations with patients and staff. Assures and provides a safe, clean, and therapeutic environment by keeping the area free from material which could pose a hazard to patients.
- Observes and records patient's mental and physical condition in order to prevent injury or harm to the patient, other patients and staff, and to provide treatment staff with information on which to make treatment decisions.
- Interacts with patients as part of the treatment plan, including social, recreational and treatment activities in order to provide treatment and rehabilitation.

- Responds to internal and external disasters (such as fire, tornadoes, etc.) in order to protect patients, staff and property.
- Ability to participate in classroom and supervised on-the-job activities relating to care and treatment of the mentally ill.
- Ability to detect, report, responds to, and documents any significant changes in patient's behavior (mental/emotional), and physical condition.
- Physical requirements: (examples of physical essential job functions)
  - Standing: 15-30 minutes in sessions, shift report, feeding a patient.
  - Sitting: 15-30 minutes in session, shift report.
  - Walking: Between wings, wings to cafeteria, and/or from main building to cottages up to eight times per day. Able to escort patients from living area to state vehicle and from state vehicle to appointments in community.
  - Climbing: One flight of stairs 5-10 x per shift.
  - Hearing: Important to detect potentially dangerous situation, to take blood pressures.
  - Vision: Written instructions.
  - Communication: Communicate with patients and staff.
  - Lifting: Average load of 25 pounds when assisting patients, carry 5# for 100 feet, linen 10# for 100 feet.
  - Agility: Able to kneel, squat, crouch, bend and reach. Ability to evade a strike, able to assist a patient to floor and/or assist in a floor restraint for up to 15-20 minutes. Able to walk throughout the work area. Able to perform CPR on the floor.
  - Technical Skills: Ability to manipulate and operate medical equipment (ex. Sphygmomanometer, thermometer, assistive equipment) and computer equipment (ex. Email, intranet).

The above are not inclusive but intended to provide various examples for your understanding the essential job functions.

Should I be employed by this facility, I understand that I will be required to fulfill all essential functions of the job I am hired to perform, with or without accommodation. Inability to do so may render me no longer qualified for this position, and may be considered cause for dismissal.

I have read and understand the essential job function(s) for this position.

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_